

# APPENDIX D

## TIME IN STATUS GUIDELINES

The indicated periods of time have been established as reasonable guidelines for each VR Program status listed. A record of services remaining in a status for longer than the period of time indicated will be considered "overdue," and will be reported as such for purposes of program management information reports. (No guidelines have been established for statuses not listed).

<b>STATUS</b>	<b>TIME IN STATUS GUIDELINE</b>
02—Application	60 calendar days from the date of application to the date of status change to any of statuses 04, 06, 08, or 10.
04—Trial Work Experiences*	540 calendar days (approx. 18 calendar months), from the date moved into status 04 to the date of status change to any of statuses 06, 08, or 10.
06—Extended Evaluation*	540 calendar days (approx. 18 calendar months), from the date moved into status 06 to the date of status change to status 08 or status 10.
10—Certified Eligible or 11—Certified Eligible and To Be Served (If an OOS has been implemented)	120 calendar days (approx. 4 calendar months), from the date of certification to the date on which an IPE has been completed and implemented (i.e., from the date of certification to the date of status change to any of statuses 14, 16, or 18).
12—Eligible Individual, IPE Completed	60 calendar days, from the date of entry into status 12 to the date on which an IPE has been completed and implemented (i.e., from the date on which the IPE is signed until the initiation of planned services and the date of status change to any of statuses 14, 16, or 18), but note that this period of time is included in the status 10/11 guideline, preceding).
14—Eligible Individual In Service (Counseling & Guidance Only)  16—Eligible Individual In Service (Physical & Mental Restoration)	540 calendar days (approx. 18 calendar months), from entry date into either status to the date of entry into any other status from among statuses 14, 16, 18, 20, 22, 24, 26, or 28.
18—Eligible Individual In Service (Training)	1,800 calendar days (approx. 60 calendar months or 5 calendar years), from entry date into status 18 to the date of entry into any other status from among statuses 14, 16, 20, 22, 24, 26, or 28.
20—Eligible Individual Ready For Employment	180 calendar days (approx. 6 calendar months), from entry date into status 20 to the date of entry into any other status from among statuses 14, 16, 18, 22, 24, 26, or 28.

22—Eligible Individual In Employment	120 calendar days (approx. 4 calendar months), from entry date into status 22 to the date of entry into any other status from among statuses 14, 16, 18, 20, 24, 26, or 28.
24—Eligible Individual, Services Interrupted	180 calendar days (approx. 6 calendar months), from entry date into status 24 to the date of entry into any other status from among statuses 14, 16, 18, 20, 22, 26, or 28. (Note that if the interruption of program participation and services is anticipated to last longer than 180 calendar days, the record should be closed and reopened at such time as the individual is again available to participate fully in services.)
32—Eligible Individual Receiving Post-Employment Services	90 calendar days (approx. 3 calendar months), from entry date into status 32 to termination of PES and record closure to status 33. (Note that individuals requiring substantial services or services over an extended period of time greater than 90 calendar days are ineligible for post-employment services consideration. In such situations, a new eligibility/ineligibility determination must be made and a new record of services opened, if the individual is determined to be eligible.)